

**2009-2010 Shepton High School
Parent Teacher Student Association (PTSA)
Board Interest Form**

Name: _____
Phone Number: _____
Email: _____
Current School: _____
Previous PTA or volunteer experience:

Please check any board position(s) you would be interested in holding. If there is more than one please number in order of preference.

- Arts in Education Chairman** – coordinates the National PTA Reflections Program.
- Attendance Office Chairman** – coordinates volunteers to work in the attendance office throughout the school year.
- Calendar Chairman** – produces a calendar with Shepton and PISD information.
- Copy Room Chairman** – schedules volunteers to assist with copying requirements in the main office.
- Diversity and Inclusiveness Chairman** – coordinates committee of students who embody the diversity represented at SHS; publicize diversity and inclusiveness programs offered locally.
- E-Communications Chairman** – coordinates information to be distributed through online channels and enlists families to go paperless for school information.
- Hospitality Chairman** – coordinates the back to school breakfast and luncheon, winter and end of year luncheons, and staff sundae day.
- Newsletter Chairman** – collects articles, formats, and mails newsletters six times per year.
- Newsletter Distribution Chairman** – coordinates with E-Communication chairman families that want to receive newsletter via email; coordinates mailing of the newsletter.
- PISD/Legislative Representative** – attends school board meetings and communicates details at association board meetings, and reports on legislative issues.
- PTA Council Delegate** – attends the monthly PISD Council meetings (daytime) and reports the information back to the Association.
- Pre-Paks Chairman** – coordinates the ordering, packaging, pricing and distribution of school supplies sold at Schedule Pick-Up.
- Publicity Chairman** – maintains the marquee and promotes information in the community.
- Special and Gifted Education (SAGE)** – coordinates awareness in the community about upcoming events particularly suited to special and gifted students.
- School Supplies Chairman** – works with Pre-Pak Chairman and Shepton staff to coordinate the ordering, pricing and stocking of supplies, materials and reading books as needed by the students.
- School to Life Chairman** – promotes life-long learning to parents and students by publicizing employment needs and trends in the community; develops working relationship with business community on behalf of SHS students.
- Snack Sales Chairman** – purchases and stocks the consumable snacks sold in the Stallion Shop.
- Staff Recognition Chairman** – coordinates the back-to-school casserole event, acknowledges staff birthdays and coordinates special recognition weeks according to the PISD calendar.

___ **Student Directory Chairman – Art Contest** – publicize and coordinate the collection of Shepton student’s artwork to be used in the directory.

___ **Student Directory Chairman – General Information Chairman** – update all information included in the student directory, coordinate printing and distribution of directories.

___ **Student Organizations Liaison** – assemble a list of student organizations/clubs and their sponsors for publication in the directory and newsletter; publicize activities, accomplishments, and needs of student organizations.

___ **Teacher Appreciation Week Chairman** – plans, organizes, and implements Teacher Appreciation Week, usually in March.

___ **West Cluster Schools Liaison** – communicates, distributes and publishes information from the West Cluster middle, high and senior high school.

Please email the completed form to Jamie Hanna, President Shepton PTSA at jamiehanna@verizon.net or drop it in PTSA Box @ Shepton High School. If you should have any questions, please contact Jamie Hanna @ 972/378-9593.